



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**  
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	<b>BOARD OF CLINICAL SOCIAL WORK EXAMINERS</b>
MEETING DATE AND TIME:	<b>Monday, July 15, 2013 at 9:00 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
MINUTES APPROVED:	08/19/2013

#### **MEMBERS PRESENT**

Florienda Scott-Cobb, Professional Member, **President**  
Sandra Bisgood, Public Member, **Secretary**  
Fran Franklin, Professional Member  
John Mucha, Professional Member  
Kyla Teed, Public Member

#### **DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Eileen Kelly, Deputy Attorney General  
Jessica Williams, Administrative Specialist II

#### **MEMBERS ABSENT**

Rochelle Mason, Professional Member, **Vice President**  
Yen-Anh Gibson, Public Member

#### **ALSO PRESENT**

Zaira Davis, NASW  
Cha-Tanya Lankford, Pressley Ridge  
John Shuford, NASW

#### **CALL TO ORDER**

Ms. Scott-Cobb called the meeting to order at 9:05 a.m.

Welcome New Professional Board Member, John Mucha

Board introductions took place for the benefit of the new Board member, John Mucha.

#### **REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the June 17, 2013, minutes for approval. Ms. Bisgood moved, seconded by Dr. Franklin, to approve the minutes as written. Motion unanimously carried.

#### **NEW BUSINESS**

Review of Applications to Sit for the ASWB Clinical Exam (Full Board Review Needed)

Dr. Franklin moved, seconded by Ms. Bisgood, to approve the application to sit for the ASWB clinical exam for David Frye. Motion unanimously carried.

Dr. Franklin moved, seconded by Ms. Bisgood, to approve the application to sit for the ASWB clinical exam for Julia Murphy. Motion unanimously carried.

Dr. Franklin moved, seconded by Ms. Bisgood, to approve the application to sit for the ASWB clinical exam for Sheila Nichols. Motion unanimously carried.

Dr. Franklin moved, seconded by Ms. Bisgood, to approve the application to sit for the ASWB clinical exam for Maurice Gainey. Motion unanimously carried.

Ms. Bisgood moved, seconded by Dr. Franklin, to table the application to sit for the ASWB clinical exam for Danielle Wiggins, for further detailed information regarding her clinical experience. Motion unanimously carried.

Review of Application for Licensure by Reciprocity (Full Board Review Needed)

Ms. Bisgood moved, seconded by Dr. Franklin, to approve the application for licensure by reciprocity for Annette Owens. Motion unanimously carried.

Ratification of Applications to Sit for the ASWB Clinical Examination

Dr. Franklin moved, seconded by Ms. Bisgood, to ratify the application to sit for the ASWB Clinical Exam for April Albury-Harmon. Motion unanimously carried.

Dr. Franklin moved, seconded by Ms. Bisgood, to ratify the application to sit for the ASWB Clinical Exam for Linda Spotts. Motion unanimously carried.

Ratification of Application for Licensure by Reciprocity

Dr. Franklin moved, seconded by Ms. Bisgood, to ratify the application for licensure by reciprocity. Motion unanimously carried.

Status of Complaints

The Board was advised of the following:  
Case 31-05-12 – Closed

Sign Certificate of Appreciation for Philip Thompson

The certificate of appreciation for Mr. Thompson was circulated for board members' signatures.

**UNFINISHED BUSINESS**

Review Continuing Education Documentation from Beverly Jo King (Hardship Extension Granted on 3/18/2013)

The Board reviewed the continuing education documentation submitted by Ms. King. Ms. Bisgood moved, seconded by Dr. Franklin, to accept the continuing education documentation.

## **CORRESPONDENCE**

### **Review of ASWB Memorandum Re: Level C Examination Equivalency**

The Board reviewed the memorandum sent to Board administrators from the ASWB regarding Level C examination equivalency. No further action was taken at this time.

### **Review Request for an Extension to Sit for ASWB Clinical Examination from Sidney Freeman**

The Board reviewed Mr. Freeman's request for an extension to sit for the ASWB Examination. Dr. Franklin moved, seconded by Mr. Mucha, to deny the request for an extension, due to the Board not having the authority to grant extensions pursuant to Rule 5.1. Motion unanimously carried.

## **OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Ms. Williams advised the Board that their proposed legislation regarding the treatment of minors did not go through the legislative process. Ms. Kelly will obtain specific details for the Board to further discuss their proposal during their next regularly scheduled meeting.

The Board requested that Mr. Thompson be contacted to see if he will be able to attend the next Board meeting for the Board to present the certificate of appreciation to him in person. Ms. Williams will contact Mr. Thompson regarding his availability.

## **NEW BUSINESS**

### **Continuing Education Audit**

Ms. Williams inquired to the Board as to how they would like to proceed with licensees who have been declared deficient in regards to their continuing education audit. Ms. Bisgood moved, seconded by Ms. Teed, to send notification to licensees advising them of the deficiency, requesting that if they may have any additional documentation they are to send it to the Board office within 10 days of the dated letter. If the individuals do not respond, they will be scheduled for a Rule to Show Cause Hearing with the Administrative Hearing Unit. Motion unanimously carried.

## **PUBLIC COMMENT**

Ms. Davis addressed the Board informing the members that Aetna Insurance Company now has several different departments, where job duties include assessments, home visits, etc. Ms. Davis was advised that the Board is bound by the application, and that outside information from the public is not appropriate in regards to the Board deliberating on the applications which require review.

Mr. Shuford addressed the Board, apologizing for not following appropriate protocol, when he unintentionally disrupted the Board during their deliberations. He also thanked the Board, Ms. Kelly and Ms. Williams for the synopsis which was sent to the Legislative Committee.

## **UNFINISHED BUSINESS**

### **Discussion Regarding Proposed Statutory Revisions.**

The Board reviewed and briefly discussed the synopsis which was disseminated to the members of the Legislative Committee.

### **NEW BUSINESS**

#### **Continuing Education Audit**

The Board decided to review the continuing education audit after the Board meeting has adjourned.

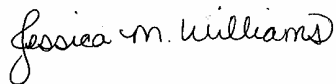
### **NEXT MEETING**

The next meeting will be held on August 19, 2013 at 9:00 a.m. in Conference Room A.

### **ADJOURNMENT**

Dr. Franklin moved, seconded by Ms. Bisgood, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 10:22 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jessica M. Williams".

Jessica M. Williams, Administrative Specialist II  
Delaware Board of Clinical Social Work Examiners